

State of Alaska Division of Motor Vehicles Standard Operating Procedures	SOP No. R-430	Page No. 1 of 6
	Effective December 13, 2006	
Subject:	Supersedes R-430	Dated
EMISSION CONTROL INSPECTION PROGRAM	Approved	
Statute: AS 28.10.041(a)(10); AS 45.45.400; AS 46.03.190; AS 46.03.210; AS 46.14.400; AS 46.14.510 Regulation: 2 AAC 92.210	Form No. 812, 821	

HISTORY OF EMISSION CONTROL INSPECTION

The Municipality of Anchorage (MOA) and the Fairbanks North Star Borough (FNSB) exceeded the federal standards for carbon monoxide pollution and, as a result, the US Environmental Protection Agency (EPA) required each area to institute a program to reduce pollutants. Failure to meet federal standards may have resulted in the loss of large amounts of federal highway funds.

Anchorage and Fairbanks decided the only feasible way to meet the standards was to start a vehicle emissions inspection program that targets gasoline-powered vehicles, the primary source of carbon monoxide pollution. Vehicle inspection programs in Anchorage and Fairbanks began on July 1, 1985, and are run by the local governments. **AS THERE ARE DIFFERENCES BETWEEN THE PROGRAMS, IT IS VERY IMPORTANT TO DETERMINE THE RESIDENCE ADDRESS (CITY) OF THE CUSTOMER PRIOR TO PROVIDING INFORMATION ON THE PROGRAM.**

DMV has no responsibility for administering or conducting the inspections; however, DMV is one of the enforcement mechanisms for the program in that we will not register a vehicle or renew the registration unless the vehicle has met the requirements of the I/M program. [AS 28.10.041(a)(10)]

Any questions concerning the conduct, standards, waiver information or rationale for the program should be referred to the local government offices:

Municipality of Anchorage (MOA)343-4200
Fairbanks North Star Borough (FNSB)459-1005

EXCEPTIONS

The following vehicles are exempt from the inspection requirements:

1. Any vehicle with an unladen (empty) weight over 12,000 lbs.
2. Motorcycles, mopeds, trailers, ATV's and snowmachines.
3. New vehicles are exempt for the first four years; however, are required to display a "New Vehicle" sticker to aid in law enforcement. Effective 10/4/05 – Previously, vehicles were exempt for the first two years. This will be phased in; therefore, in 2006, 2004-2006 model years are exempt. In 2007, 2004-2007 model years will be exempt.
4. Vehicles owned by Canadian military. (Processed only in the Mail Services Unit at the Anchorage Field Office.)

VEHICLES REQUIRED TO BE INSPECTED

The requirement for inspection is determined by:

- the zip code of the owner's residence address [2 AAC 92.210]
- vehicle model year
- fuel source
- vehicle class

Please see the following pages for further information.

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OWNER'S RESIDENCE ADDRESS:

MUNICIPALITY OF ANCHORAGE

Anchorage.....99501 - 99504, 99507 - 99524
Chugiak.....99567
Eagle River.....99577
Eklutna.....99695
Elmendorf.....99506
Ft. Richardson.....99505
Girdwood.....99587
Indian.....99540
Peters Creek.....99567

FAIRBANKS NORTH STAR BOROUGH

College.....99708
Eielson AFB.....99702
Ester.....99725
Fairbanks.....99701, 99706 - 99707
Fairbanks.....99709 - 99712
Ft. Wainwright.....99703
North Pole.....99705
Salcha.....99714
Two Rivers.....99716

NOTE: When a vehicle owned by a resident of the MOA or FNSB is being used in another part of the state, outside of Alaska, or will not be driven in these areas from November 1st to March 31st, the vehicle owner may be eligible for an exemption. See "Waiver & Non-Comply Information".

MODEL YEAR:

MUNICIPALITY OF ANCHORAGE

1968 to (current calendar year minus 4*)

FAIRBANKS NORTH STAR BOROUGH

1975 to (current calendar year minus 4*)

*Effective 10/4/05 – Previously, vehicles were exempt for the first two years. This will be phased in; therefore, in 2006, 2004-2006 model years are exempt from an inspection, but must display a "New Vehicle" sticker. In 2007, 2004-2007 model years will be exempt.

FUEL SOURCE:

1. Gasoline powered vehicles require an inspection. (MOA & FNSB)
2. If a vehicle uses two fuels, such as gas and propane, an inspection is required. (MOA & FNSB)
3. Propane powered vehicles:
 - FNSB - Requires an inspection.
 - MOA - Requires an inspection at the referee facility.
4. Diesel and alternate-powered (electric, coal, etc., but not gasohol) vehicles must have a one-time inspection, per owner. See the following for information on obtaining the inspection:

MUNICIPALITY OF ANCHORAGE

Obtain a diesel waiver from the referee station or selected inspection stations.

FAIRBANKS NORTH STAR BOROUGH

Obtain a diesel waiver from the Fairbanks North Star Borough.

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VEHICLE CLASS:

Passenger vehicles and trucks under 12,001 pounds unladen weight with the following classes:

10	1A	2A	3A	40	51	61	7A	81	91	AA	D1	HC	JA
11	1B	2B	3B	41	52	63	7B	82	92	AB	D2	HH	JB
14	1C	2D		42	5A	64		83			DC	HP	
15	1D			45	5B	6A		84			DD		
16	1F			46		6B					DP	FA	KA
	1G			4A							DV	FB	KB
	1H			4B									
	1M			4C									PA
	1P			4F									PB

AN EMISSIONS INSPECTION OR WAIVER IS REQUIRED FOR THE FOLLOWING:

Registration Transactions:

Gasoline & Gasohol, etc.:

- When first registered in Alaska.
- At each biennial registration renewal.
- If a commercial vehicle owner elects to register annually, an inspection is required every 2 years. Verify that the latest inspection certificate is dated within 90 days of the first day of the expiration month. If the certificate is not available or is older than 90 days, an inspection is required. Certificate date is 2/07. Vehicle renewed from 2/05 to 2/06. May be renewed from 2/06 to 2/07.

Diesel & Alternate fuel:

- When initially registered in Alaska.

Title Transactions:

Gasoline & Gasohol, etc.:

- When initially titled in Alaska.
- When ownership changes and the new owner resides in an inspection area, the vehicle must have had an inspection within the last two years. This applies to both dealer and private party sales.
- Per 18 AAC 52.020, a motor vehicle dealer may use a certificate of inspection that was issued within the previous 12 months to register a used vehicle under AS 28.10.011 if the
 - (1) dealer registers the vehicle in the purchaser's name; and
 - (2) certificate was issued while the vehicle was held in the dealer's inventory for sale.
 NOTE: If a certificate of inspection was used by a dealer to register a used vehicle, that certificate may not be used again to register the vehicle or to renew the vehicle registration.
- When ownership changes and the previous owner had a seasonal waiver. The purchaser must either have the vehicle inspected or sign a form to transfer the seasonal waiver.
- When ownership changes and the previous owner had a senior exemption, disabled plates, or another type of exemption that requires the registration to start over.
- When the use of the vehicle is changing from non-commercial to commercial and the last I/M was over 90 day ago.
- If the vehicle owner surrenders the license plates, the title may be transferred without an inspection certificate. The vehicle will not be registered until it has been inspected.

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Diesel & Alternate fuel:

- When initially titled in Alaska.
- When ownership changes.

NEW VEHICLE STICKER

Issue a yellow "NEW VEHICLE" sticker to vehicles that will be operated in an I/M area when registering a vehicle designated as "NEW" due to the current model year. (In 2006, these model years are 2004-2007) The sticker is required by 18 AAC 52.020 (d) (2) and is supplied to DMV by the Department of Environmental Conservation (DEC). DMV employees are to issue a DEC pamphlet to vehicles in the MOA and FNSB when issuing a sticker. There is no charge for the sticker and the \$2.00 administrative fee normally charged for processing I/M certificates is not charged.

- The stickers are accountable documents, although they will not be entered in the Accountable Documents System in ALVIN.
- Record the sticker in your office log, if applicable.
- A pop up window will appear on your screen, when applicable.
- Use the bar code on the Validation Sticker to populate the field for the number, or type in the sticker number.
- Place the "Copy Sticker" over or to the left of the "INSPECTION CODE" box on the DMV side of the Application for Title and Registration (Form 812), being careful not to cover any other information. When issuing a sticker for a renewal, place the sticker on the mailout pre-bill, Vehicle Transaction Application (Form 821) or the Detail Vehicle Record, being careful not to cover any data.

Note: When a customer is not renewing and come in just for the sticker, process on function 17. Place the Copy Sticker on the Batch Forms Report with a comment that no document was issued.

The customer is required to place the "NEW VEHICLE" sticker on the lower left corner of the windshield on the inside of the vehicle. (Additional information is included in the pamphlet given to the customer).

WAIVER AND NON-COMPLY INFORMATION

Outside Use Waiver

An Outside Use Waiver is available for vehicle owner's who reside in the Municipality of Anchorage and have traveled outside Alaska with their vehicle, when the registration will expire while the vehicle is outside Alaska. The owner must apply for the waiver from the MOA.

Seasonal Waiver

The Fairbanks North Star Borough and the Municipality of Anchorage issue a "Seasonal Waiver" to vehicle owners who do not drive their vehicles in the MOA or FNSB between November 1st and March 31st. Full registration must be paid for these vehicles and a special two-tone tab will be issued. This tab indicates that the vehicle is registered but it may not be driven in the FNSB or the MOA during the winter months specified above. The seasonal tabs are available in the Anchorage and Fairbanks Motor Vehicle Field Offices. A seasonal waiver certificate is required at each registration renewal. Example: The vehicle owner's legal residence is Anchorage. They own a vehicle that they keep at their cabin in Seldovia. The vehicle is not driven in Anchorage or Fairbanks between November 1st and March 31st.

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A person who buys a vehicle that is not due for registration renewal may transfer the previous owner's waiver by completing the form available from the MOA or FNSB.

If a person with a seasonal waiver wishes to operate their vehicle in the winter months, the vehicle must pass an I/M test. The vehicle owner must go to DMV and request a regular tab. Use the VEHICLE DEC CERT MAINT (Function 17) to enter the new certificate information. Check the record to assure the E-3 changed to "Y". If not, contact your supervisor for assistance. Instruct the owner to place the new tab on the rear license plate of the vehicle prior to operating the vehicle between November 1st and March 31st, or they may be cited. Charge the vehicle owner the current fee for a duplicate tab. (R-205)

Certificate for a Non-complying Vehicle

If a vehicle sold by a dealer will not pass an inspection a Certificate for a Non-complying Vehicle may be used to notify the buyer of the vehicle's condition. The Certificate for a Non-complying Vehicle cannot be used to register a vehicle. Vehicles with these certificates will be placed in a "Title Only" (T-80) status and may not be registered until a valid inspection certificate is obtained.

CERTIFICATE AND WAIVER ENTRY

The I/M certificate and waiver information is normally entered into ALVIN automatically as it is loaded into a file maintained by the Department of Environmental Conservation (DEC). There are times when this information is not entered into ALVIN and the customer wishes to renew their registration. In these times, it is necessary to manually enter the information. This is done on the vehicle menu using the "VEHICLE DEC CERT MAINT" function. (Function 17) Enter the certificate information as shown in the following examples:

Example #1.

Example #2.

Certificate issued:	12/02/06	08/30/06
Vehicle registration expires:	10/31/06	11/30/06
DATE CERTIFICATE EXPIRES:	10/31/08	11/30/08
Registration expiration after renewal:	10/31/08	11/30/08

REGISTRATION PROCEDURES

1. Determine if the vehicle must be inspected using the criteria listed above.
2. If the vehicle meets the criteria, the vehicle must pass an inspection or the vehicle owner must obtain a waiver certificate dated within the last 90 days. Inspection results will be reflected in ALVIN. The Emission Inspection Certificate number and date of inspection are automatically loaded into the ALVIN system when the vehicle is inspected. If an owner has a record of an inspection but the inspection is not reflected on the ALVIN system enter the inspection data using a Function 17 on the vehicle menu. For registration renewal purposes the 90-day valid period is from the first day of the registration expiration month; e.g. a vehicle with an expiration of June could obtain an inspection as early as March 4th.
3. Do not issue a registration or renew a registration unless the owner has the proper certificate or waiver recorded in ALVIN. DMV will issue the New Vehicle sticker. A box should appear on your screen when processing a vehicle in an I/M area that is exempt s a new vehicle. Enter the sticker number in the box to continue processing. Advise the customer to place the sticker on the windshield on the inside of the vehicle on the lower corner of the driver side.

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4. A \$2.00 administrative fee must be collected for each vehicle that requires an inspection (\$1.00 for commercial vehicles renewing for one year.) This fee is in addition to all other title, registration, and tax fees. The administrative fee is not collected for vehicles that use diesel or an alternate fuel or when a New Vehicle sticker is issued.
5. The administrative fee is placed in the "Inspection Fee" block on the application.
6. An owner of a vehicle subject to inspection may be issued a title if they request it, but no registration will be issued until the vehicle is inspected. The license plates for the vehicle should be surrendered. If the plates are unavailable, a statement must be made in the affidavit section of the Application for Title and Registration (Form 812).
7. Part of this program is to identify diesel-powered vehicles statewide. If a vehicle is diesel powered, write "Diesel or E1" in the comments section of the Vehicle Transaction Application (Form 821) or in the "Inspection Code" area on the Application for Title and Registration (Form 812) or mailout pre-bill.
8. Specific codes are used to identify inspection status. The codes are:

Y..... Vehicle subject to inspection

N..... Vehicle not subject to inspection

E1 Exempt - diesel fuel

E2 Exempt - alternate fuel

E3 Seasonal waiver

E4 Canadian Military* (Processed at AFO ONLY)

E5 Exclusion code for new model vehicles not subject to inspection

*The Canadian Forces Military Affidavit Registration Tax/IM Test Exemption Form can be obtained from:

CANDET Elmendorf
9480 Pease Avenue, STE 221
Elmendorf AFB, Alaska 99506

Cross Reference:

R-250 Duplicate Registration
R-210 Renewal of Registration

T-080 Title Only